



# County of Fairfax, Virginia

## ADDENDUM

DATE: August 20, 2018

### ADDENDUM NO. 1

TO: ALL PROSPECTIVE OFFERORS  
REFERENCE: RFP2000002616  
FOR: Speciality Cleaning Services  
DUE DATE/TIME: August 30, 2018 @ 1100 A.M.

The referenced Request for Proposal (RFP) is amended as follows:

1. The last day to submit questions is close of business on August 24, 2018.
2. See Attachment 1 for the answers to questions received regarding the RFP referenced above.

All other terms and conditions remain the same.

*Linda Williams*

Linda Williams, CPPB  
Acting Contract Specialist Supervisor

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL:

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**A SIGNED COPY OF THIS ADDENDUM MUST BE INCLUDED IN THE TECHNICAL PROPOSAL OR RETURNED PRIOR TO DUE DATE/TIME.**

**Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.**

Attachment 1

- Q1. Can you disclose who the current contractor is and price being paid?  
A1. Yes. The current contractor is 1<sup>st</sup> Lady Janitorial Services, LLC. The price can be located on the Fairfax County contract register at: <https://www.fairfaxcounty.gov/contracts> and can be searched by the contract number 4400003894.
- Q2. On the residential cleaning, will this be a cleaning when residents move out or just a routine monthly cleaning of all residential sites?  
A2. This is a routinely scheduled monthly cleaning. If additional cleaning is needed for a move out, a quote will be requested per the newly awarded pricing for As Needed Services for All Sites.
- Q3. According, to the Technical Proposal Instructions and the Cost Proposal Instructions, it says the offeror must submit in a binder with separate tabs for "each site." According, to Exhibits A-C, starting on page 55-61, is each address referring to a "site" or are we to classify the sites as Residential, Treatment, and Computer Learning and Family Resource Sites as a group of addresses?  
A3. The sites are classified as Residential, Treatment, and Computer Learning and Family Resource sites, not individual addresses.
- Q4. Who is the incumbent?  
A4. Refer to A1 above.
- Q5. What is the previous fiscal spend on this contract?  
A5. The previous and current spend is \$300,000 annually.
- Q6. Do subcontractors need to be listed on the form?  
A6. Yes.
- Q7. Is the RFP available on line?  
A7. Yes. Please visit <https://www.fairfaxcounty.gov/solicitations/> .
- Q8. For the mandatory site visits, is it to bid on that site in particular or all of the sites?  
A8. It's not to submit a proposal for that site in particular. The attendance at the mandatory site visits is a prerequisite for submitting a proposal. Please refer to Section 3, Mandatory Site Visits in the Request for Proposal.
- Q9. On the pricing summary for residential sites, is the single-family home just 3 bedrooms?  
A9. All single-family homes vary with the number of bedrooms. Please refer to Exhibit A, Residential Sites in the Request for Proposal.
- Q10. Does each site get 5 copies of the proposals?  
A10. No. Please refer to Sections 7, Technical Proposal Instructions, Section 8, Cost Proposal Instructions and Section 13, Submission of Proposal of the Request for Proposal.

Q11. Can you provide the last contract award for this procurement?

A11. Refer to A1 above.

Q12. Will the storage room at the Culmore Computer and Family Learning Center have to be cleaned?

A12. No.

Q13. At the Crossroads, Residential Center, does the staff clean the kitchen daily?

A13. Yes. Staff and daily residential cleaning teams surface clean the kitchen after each meal prepared.

Q14. At the Crossroads, Residential Center, is the cleaning crew responsible for professionally cleaning the range hood per Fire Marshal standards?

A14. No. For safety reasons and license requirements, there is a separate cleaning company responsible for this level of cleaning.

Q15. What kind of flooring is at the Crossroad Residential Center?

A15. The site has both carpet and tile. The tile is a graveled epoxy, which is cleaned with disinfectant and water.

Q16. At the Crossroads, Residential Center, is there room to store supplies?

A16. Yes, in two different storage rooms.

Q17. Is the New Beginning site heavily used, as well as the other treatment sites? Based on the current cleaning frequencies (Exhibit B), the amount of time for each site doesn't seem adequate.

A17. Yes, the treatment and resource sites are heavily used. The treatment centers should be cleaned as if they are medical centers. Due to the nature of site use and the cleaning requirements, potential offerors can propose alternative cleaning frequencies.

Q18. Is the Fire Alarm Room at the New Beginning site used as a staff office?

A18. Yes, and that space also needs to be cleaned.

Q19. On the detox side of New Beginning, does the upstairs have to be cleaned every day during the day?

A19. Yes.

Q20. Is the square footage of 3,100 feet the total square footage at the New Beginning site even though there are two different uses of the space and because there is an upstairs, is there an elevator at the New Beginning location?

A20. Yes, to both questions.

Q21. What is the latest time a cleaning crew can be at treatment sites?

A21. The latest time is 12A.M.

Q22. Does the New Beginning site have room for supply storage?

A22. There is limited space at this site for storing supplies.